



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

November 3, 2009

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

### ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

12 NOVEMBER 3, 2009

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

**OFFICE OF AFFIRMATIVE ACTION COMPLIANCE:  
APPROVE THE KENNETH HAHN HALL OF ADMINISTRATION AMERICANS  
WITH DISABILITIES ACT WALKWAY PROJECT (C.P. NO. 87079)  
RELATED APPROPRIATION ADJUSTMENT  
AND APPROVE PROJECT BUDGET  
(FIRST DISTRICT) (3 VOTES)**

### SUBJECT

Approval of the recommended actions will address compliance with the Americans with Disabilities Act to the second floor entrance of the Kenneth Hahn Hall of Administration to and from the County Mall.

### **IT IS RECOMMENDED THAT YOUR BOARD:**

1. Find that the proposed project is categorically exempt under the California Environmental Quality Act Sections 15301 (a), and (c) of the State CEQA Guidelines; and the revised County of Los Angeles Environmental Document Reporting Procedures and Guidelines Class 1 (d) adopted by your Board on November 17, 1987, because the project involves minor exterior alterations of the building involving no or negligible expansion of an existing use.
2. Establish Capital Project Number 87079 for Kenneth Hahn Hall of Administration Americans with Disabilities Act Walkway project to comply with the Americans with Disabilities Act, with a total budget of \$143,000.

*"To Enrich Lives Through Effective And Caring Service"*

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Intra-County Correspondence Sent Electronically Only**

3. Approve the appropriation adjustment of \$143,000 to fund the Kenneth Hahn Hall of Administration Americans with Disabilities Act Walkway project from Extraordinary Maintenance Budget ADA's Services and Supplies allocation.
4. Approve and authorize Internal Services Department to proceed with the completion and delivery of the project.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will allow the Internal Services Department (ISD) to complete the Kenneth Hahn Hall of Administration (HOA) Americans with Disabilities Act (ADA) Walkway project to create direct access for persons with disabilities from the Hall of Administration to and from the County Mall.

The proposed project refurbishes and remodels the existing second floor entrance with an ADA compliant walkway, including handrails and lighting. The project will be completed by ISD utilizing a combination of Job Order Contracting (JOC) and in-house crafts. In-house crafts will perform demolition work, and landscape and irrigation removal/reinstallation. JOC will install concrete ramp, stone work, and handrail; and will perform installation of lighting and related electrical work.

The proposed remodeling project is anticipated to be completed in two months upon Board approval.

#### **Sustainable Design Program**

The proposed refurbishment/remodeling project will support your Board's Policy for Green Building/Sustainable Design Program to the extent feasible by using building materials that are composed of recycled materials, energy efficiency lighting; and by reducing the amount of demolition materials that would be disposed in landfills.

#### **Implementation of Strategic Plan Goals**

Approval of the recommended actions is consistent with the County's Strategic Plan Goals of Operational Effectiveness (Goal 1) and Community and Municipal Services (Goal 3) by investing in public infrastructure that will improve access to the HOA Courtyard.

### **FISCAL IMPACT/FINANCING**

The estimated total refurbishment/remodeling project cost is \$143,000, including base construction, contingency fund, County services and other related project costs. Approval of the attached appropriation adjustment will transfer \$143,000 from Extraordinary Maintenance Budget ADA's Services and Supplies allocation to the Kenneth Hahn Hall of Administration Americans with Disabilities Act Walkway project, C.P. No. 87079. Upon your Board approval of the appropriation adjustment, sufficient appropriation will be included in the Fiscal Year 2009-10 Capital Projects/Refurbishments Budget and fully fund the proposed project. The Project Schedule and Budget Summary are included in Attachment A.

The proposed project is funded with net County cost.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

In accordance with your Board's Civic Art Policy adopted on December 7, 2004, Civic Art fees do not apply to the proposed project (C.P. No. 87079) as the eligible project cost is less than \$500,000.

### **ENVIRONMENTAL DOCUMENTATION**

The proposed refurbishment/remodeling project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15301 (a), and (c) of the State CEQA Guideline; and the revised County of Los Angeles Environmental Document Reporting Procedures and Guidelines Class 1 (d) adopted by your Board on November 17, 1987, because the projects involve minor exterior alterations of the building involving no or negligible expansion of an existing use, including the addition of safety devices in conjunction with existing structures.

### **CONTRACTING PROCESS**

The proposed refurbishment/remodeling project will be delivered utilizing a combination of Board-approved JOC under the management of ISD and in-house crafts personnel.

The Honorable Board of Supervisors  
November 3, 2009  
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### **IMPACT ON CURRENT SERVICES**

The recommended actions will not impact County services or current projects at this location.

### **CONCLUSION**

Please return an adopted copy of this Board letter to the Chief Executive Office (Capital Projects Division).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "William T. Fujioka", with a stylized flourish extending to the right. Below the signature, the word "per" is written in small, handwritten letters.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:DAT:SK  
DJT:DKM:AV:zu

### **Attachments**

c: Auditor-Controller  
County Counsel  
Internal Services Department  
Office of Affirmative Action Compliance

**OFFICE OF AFFIRMATIVE ACTION COMPLIANCE:  
APPROVE THE KENNETH HAHN HALL OF ADMINISTRATION  
AMERICANS WITH DISABILITIES ACT WALKWAY PROJECT (C.P. NO. 87079)  
RELATED APPROPRIATION ADJUSTMENT  
AND APPROVE PROJECT BUDGET**

**I. PROJECT SCHEDULE**

Project Activity	Scheduled Completion Date
Design	03/09
Jurisdictional Approvals	03/09
Construction Start	11/09
Construction Substantial Completion	01/10

## II. PROJECT BUDGET SUMMARY

Project Activity	Proposed Budget
Land Acquisition	\$ -
Construction	
Low Bid construction Contract	-
Job Order Contract	\$56,750
Change Orders	\$2,500
Departmental Crafts	\$47,625
Youth Employment	-
Construction Consultants	-
Misc. Expense	-
Telecomm Equip - Affixed to Building	-
Civic Arts	-
Subtotal	\$ 106,875
Programming/Development	\$ -
Plans and Specifications	\$ -
Consultant Services	
Site Planning	\$ -
Hazardous Materials	-
Geotech/Soils Report and Soils Testing	-
Material Testing	-
Cost Estimating	-
Topographic Surveys	-
Construction Management	-
Construction Administration	-
Environmental	-
Move Management	-
Equipment Planning	-
Legal	-
Construction/Change Order	-
Other:	-
Subtotal	\$ -
Miscellaneous Expenditures	\$ -
Jurisdictional Review/Plan Check/Permit	\$ 500
County Services	
Code Compliance Inspection	\$ -
Contract Compliance Inspection	-
Design Review	-
Design Services	\$ 26,400
Contract Administration	-
Project Management	\$ 6,725
Project Management Support Services	-
ISD Job Order Contract Management	-
DPW Job Order Contract Management	-
ISD ITS Communications	-
Project Security	-
Project Technical Support	-
Office of Affirmative Action	\$ 2,500
County Counsel	-
Other:	-
Sheriff Job Order Contract Management	-
Subtotal	\$ 35,625
<b>TOTAL</b>	<b>\$ 143,000</b>

This appropriation adjustment transfers \$143,000 from Extraordinary Maintenance Budget to the Kenneth Hahn Hall of Administration Americans with Disabilities Act Walkway Project.

COUNTY OF LOS ANGELES

## REQUEST FOR APPROPRIATION ADJUSTMENT

DEPT'S.  
No.

DEPARTMENT OF CHIEF EXECUTIVE OFFICE

OCTOBER 19, 2009

AUDITOR-CONTROLLER.

THE FOLLOWING APPROPRIATION ADJUSTMENT IS DEEMED NECESSARY BY THIS DEPARTMENT. WILL YOU PLEASE REPORT AS TO ACCOUNTING AND AVAILABLE BALANCES AND FORWARD TO THE CHIEF ADMINISTRATIVE OFFICER FOR HIS RECOMMENDATION OR ACTION.

## ADJUSTMENT REQUESTED AND REASONS THEREFOR

FY 2009-10

3 - VOTES

SOURCESUSES

EXTRAORDINARY MAINTENANCE

A01-CF-2000-12810

Services and Supplies

DECREASE APPROPRIATION

\$143,000

VARIOUS CAPITAL PROJECTS

HOA - 2<sup>nd</sup> Floor ADA Walkway (1)

A01-CP-6014-65099-87079

Fixed Assets Building and Improvements

INCREASE APPROPRIATION

\$143,000

JUSTIFICATION

JUSTIFICATION: This appropriation adjustment transfer \$143,000 from Extraordinary Maintenance Budget to the Kenneth Hahn Hall of Administration Americans with Disabilities Act Walkway Project.

**ADOPTED**BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

David Jan Takata, Senior Manager, CEO

CHIEF ADMINISTRATIVE OFFICER'S REPORT

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NOV 3 2009

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

REFERRED TO THE CHIEF  
ADMINISTRATIVE OFFICER FOR -

ACTION

APPROVED AS REQUESTED

AS REVISED

RECOMMENDATION

AUDITOR-CONTROLLER

BY

APPROVED (AS REVISED):  
BOARD OF SUPERVISORS

20

NO. 040

Oct 20 20 09

BY

DEPUTY COUNTY CLERK

SEND 6 COPIES TO THE AUDITOR-CONTROLLER